

Memo

To: Board of Directors

From: Evan Smith

**CC: Jerry Harrington, Councilperson Jeanne Marie Napolitano,
Mayor Richard Sardella, Gail Alofsin, J. Clement Cicilline,
Don Desrosiers, Mark Stenning, Councilperson Charles Vaillancourt**

Date: January 4, 2005

Re: Board of Directors Meeting

Enclosed for your review is the monthly report for December. The next regular meeting of the Board of Directors for the Newport Convention and Visitors Bureau will be on Tuesday, January 11, 2005 at 8:00 am. Please respond in regards to your attendance to Mary Ann Kelly at 849-8048 Ext.110 or mkelly@gonewport.com. Thank you.